CUNY *FIRST*

FULLY INTEGRATED RESOURCES & SERVICES TOOL

COMMUNICATIONS

Fridays @ FIRST Memo

To: CUNY FIRST Campus Communication Liaisons
cc: Campus Executives, CUNY FIRST Core Team

This edition of Friday's @ FIRST will focus on some upcoming meetings.

- ### *STUDENT ADMINISTRATION - Fit/Gap Report – Tuesday Feb. 19 – NYCCT*

This important meeting will detail what was learned from the various Fit/Gap sessions for our Student Processes and where we are headed next in our Vanguard implementation for Queens College and Queensborough Community College. We have invited members for our various councils, our Campus Executives and our Student Liaisons to this session.

- ### *TOWN HALL – John Jay College – Monday Feb. 25*

Members of CUNY FIRST Core Team have been invited to update the John Jay campus community about the Project. This is one of many town meetings we have held and will continue to hold. Our campus team at John Jay has asked us to explain the Project and its goals to a large community that aren't necessarily involved in the Project up to now.

- ### *CUNY FIRST STEERING COMMITTEE/CAMPUS EXECUTIVES JOINT MEETING – Tuesday July 26*

These two key constituent groups will hear the findings and potential options for Financial Aid implementation for the Project.

- ### *HELP DESK – CAMPUS MEETING – Wed. Feb. 27*

This is our opportunity to bring invited Help Desk professionals up to date with our support strategy. The meeting will focus on a walkthrough of the configured system.

- ### *FACULTY WORKLOAD – Wed. Feb. 27*

The CUNY FIRST Human Resources team will lead a preliminary walk through of delivered PeopleSoft functionality for tenure, tenure tracking, faculty events tracking (e.g., publications, research, teaching, etc...), and recruitment for a focus group of Chief Academic Officers and their staff members. Following the demonstration, there will be a discussion of their needs in relation to CUNY policies and practices for faculty workload reporting, tenure, and recruitment.

The HR pillar will use the information gathered at this session to facilitate discussion across CUNY regarding the documentation of faculty workload and the delivered features of PeopleSoft. At a later time, another walk through of the HR system will be scheduled for the full university community.

- ### *PROJECT MANAGEMENT/CHANGE LIAISONS – Friday Feb. 29*

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The major focus will be on Campus Based Activities and the methodology for organizational readiness.

These meetings are an important part of what we're doing and will play a key role in how we move forward.

I will send out a separate communication Wednesday based on the presentations made at City Tech.

Have a good President's day weekend.